



SANTA ROSA COUNTY DEVELOPMENT SERVICES

6051 Old Bagdad Highway, Suite 202 | Milton, Florida 32583

LICENSE REGISTRATION APPLICATION AND CHECKLIST

- ☐ Florida State Registered or Certified license.
- ☐ Certificate of Liability Insurance (Required Limits: 300K/OCCURRENCE – 600K/GENERAL AGG-Products Included). Santa Rosa County must be listed as certificate holder, 6051 Old Bagdad Hwy, #202, Milton, FL 32583.
- ☐ Proof of Workers Comp or Exemption, **whichever applies to the qualifier. If insured is out of state, it must indicate that Florida workers are covered.**
- ☐ Business Tax Receipt (a.k.a. Occupational License); only required if office is within the State of Florida.
- ☐ Color Copy of Qualifier's Driver's License
- ☐ A Biennial Competency card fee payment of \$200 is required for Florida State Registered or locally-licensed contractors; there is no fee for Florida State Certified contractors.
- ☐ Qualifier's Name _____
- ☐ Business Name _____
Mailing Address _____

- ☐ Telephone _____
- ☐ Email Address
For Qualifier _____
- ☐ Fax _____
- ☐ Hold Harmless Agreement - notarized
Form is available under Development Services on Santa Rosa County Website.
- ☐ Authorization to Obtain Permits - notarized
Form is available under Development Services on Santa Rosa County Website.
- ☐ Letter of Reciprocity is needed if you are coming in as State Registered from another jurisdiction; the letter must come directly from your sponsor and must include both Business & Law and trade scores.
- ☐ **REMIND ME TO GIVE YOU YOUR SECURITY CODE**

